



- ☐ **Fort Lauderdale Office** - 1800 Eller Drive, Suite 600, Fort Lauderdale, Florida 33316
Phone: 954.921.7781 • Fax: 954.921.8807
- ☐ **Palm Beach Office** - 560 Village Blvd, Suite 340, West Palm Beach, Florida 33409
Phone: 561.684.6161 • Fax: 561.684.6360

Meeting Minutes

DATE: 10/21/10

SUBJECT: Community Center Construction Progress Meeting

ATTENDEES: Roger Carlton, Town Manager
Paul Gioia, Town Building Official
Tim Milian, Parks & Recreation Director
Chris Caprio, West
Coley Pitt, West
Albert Lezcano, AECOM
Chris Giordano, CGA
Joel Wadsworth, CGA

DISTRIBUTION Debra Eastman, Town Clerk
Attendees

Prior to the meeting, Gioia requested details/specs on how the painting sub (smith & sons) would repair existing cracks on Town Hall if they were chosen to paint the building. Giordano submitted to Gioia a spec on exterior repairs from the sub. Discussion followed, ending in the agreement that further discussion between Giordano and the painting sub needed to happen, and the change order/contract would contain all the required specs/guidelines.

Roger and Lezcano then entered the room and the formal meeting began. Roger requested we begin with discussions regarding the additional meeting room space (estimated 1,200 sf).

Giordano stated that in its current design it only added 810 sf, Lezcano provided the team with a drawing showing the office covering only the elevator pile cap. Discussion ensued about extending the 4" structural slab north and south to reach the C/L of the 1st and 3rd row of Y columns. Lezcano stated that he felt this could be accomplished with the addition of some grade beam and would discuss with AECOM structural to provide details/drawings. West was instructed to move ahead with a quote for the extended dimensions, assuming the same specs as the previously designed "main multipurpose room". Lezcano noted one difference; the electrical and data outlets will have to be provided in floor plates due to the curtain wall. West acknowledged and concurred. Caprio then stated that they had enough information to begin the estimate. It was reiterated to West that time was of the essence due to construction moving ahead and the upcoming commission meeting.

Giordano stated that with the increased size of the additional meeting room space, he felt a modification to the fire permit was required. Gioia concurred and stated that he would contact the Fire Marshall. Giordano requested that after Gioia contact the Fire Marshall he let Giordano know the determination. If required, Giordano will contact the previously utilized permit expeditor.

Roger than moved the spare conduit discussion, requested by Vice Mayor Graubart, up to the top of the meeting. Giordano stated that he had a marked up drawing showing the data/phone and TV and would send out to the group later today for review. Lezcano stated that there are adequate conduits ran for future expansion to the second story, but that there were no additional conduits planned beyond the conduits required for the second story. After discussion, Roger instructed AECOM to include 3 additional 2" "spare" conduits connecting the three buildings and two electrical rooms. AECOM stated this would be included in the drawings created showing the additional office space and WEST would include this additional cost into their cost estimate.

We then discussed the recent findings of Paul Gioia and George Krawczyk regarding the existing conduit from Town Hall to the CC site. Paul stated that this conduit was abandoned 25 years ago and was no longer usable. Roger instructed the team to move forward looking into cutting the road and installing the required conduits. Roger also informed the team of a planned project in the future by Bal Harbor to install a 20" sewer line down Collins.

Roger than inquired to the fence along Collins and when it would be moved to install the drainage structures. Pitt stated he had met with Gioia and discussed removing the wood fence and utilizing a temporary fence. The temp fence would be moved towards Collins and will be set on the back of the sidewalk. Pitt stated that he would use tap cons to secure the fence to the sidewalk. He would install wind screen, but would be forced to provide multiple holes to allow wind to pass. He will also relocate the banner with the rendering to the new temp fence.

Roger then stated that Mayor Dietch requested he look into providing a set time to allow citizens to perform site visits to the site to see the progress first hand. Pitt, Caprio and Gioia stated that this posed a large insurance risk to the Town and West and advised Roger to first meet with the Town Attorney to discuss the insurance risks. Gioia suggested a possible power point presentation, but Roger stated that an on-site visit would be more beneficial.

Giordano then stated that he had received a draft of change order 1. A copy was submitted to all parties for review/comment and approval. Roger requested a resolution and execution by EOB Monday.

Due to the time constraints, Giordano stated he would begin working on change order 2 for the addition of the elevator pit meeting room space.

Lezcano then distributed a drawing showing possible partition configurations. After a discussion regarding installation, aesthetics and pricing, it was determined that the addition of a structure required to hold the 8,000 lbs+ of partitions was too great to include in this project. Gioia estimated the partitions to come in at \$150,000-\$200,000 and have additional operational costs.

Roger then requested an update on the east of bulkhead permitting process. Giordano stated that he spoke with Wesley Cich of FDEP yesterday. Wesley stated that he had discussed the permit with Celora Jackson. During his discussion he expressed he thoughts of this being a straight forward, no complications permit. Celora will be reviewing the permit application again early next week.

We then moved to issues encountered.

Pitt stated that he met with Lage, AECOM Civil, to discuss the congestion regarding the pool piping, electrical and drainage structures. He requested to be able to move 1 structure 5' off Collins. Lezcano then asked Gioia if this was approved, would an as-built of the revised location be sufficient and Gioia confirmed the As-built would be sufficient.

Pitt also requested to move a catch basin south. Lage denied this due to the fact that it would require the drainage pipe to be ran under the A/C pad which would make future access for repairs difficult. Gioia suggested sleeving the pipe in concrete to ensure no repairs would be needed in the future. Lezcano agreed with this advice and stated that he would confirm with Lage and respond in writing.

Giordano then asked for clarification regarding a discussion between Lage and Pitt last week regarding the splitting of the drainage wells and grease traps. Pitt stated that it was his understanding that both could be split, Lezcano stated that Lage only approved the wells, not the grease traps. Lezcano stated he would confirm with Lage and respond to all in writing.

Pitt then stated that the plans show the installation of fencing which will block an existing door to the adjacent property. Gioia stated this door was only to allow access during the time the CC site was used for temporary parking. Now that this use is no longer in place, the door can be blocked. Gioia stated he would inform the property management.

We then discussed RFI 41 regarding the sanitary line which must run through a grade beam. All parties confirmed that Lezcano would supply an 8.5"x11" signed and sealed standard detail.

We then reviewed the RFI log. Giordano stated that RFI 37 & 37R had been responded to and should be closed. Pitt confirmed.

Pitt and Lezcano then discussed the requirement of detail for the area where the curtain wall extends beyond the grade beam.

Giordano then requested Pitts two week look ahead, Pitt stated:

1. Pour remaining 8 Y columns and elevator pit walls on Monday.
2. Strip the Y column forms after concrete has cured.
3. Waterproof the elevator walls.
4. Pour floor slab on 10/29/10.
5. Begin grading and shoring for the roof form.
6. Backfill the site (removing most if not all of the material stockpile)
7. Preliminary grading of pool site.
8. Complete pool piping layout.

Gioia then addressed the Town's permit and inspection procedures with Pitt. Pitt confirmed he understood the system and would abide by it.

Lezcano submitted to Gioia the building department review comment responses. Gioia stated he would have them looked through and addressed in the next 2 days.

Pitt stated he would bring his set of drawings to Gioia to be submitted as shell drawings.

We then reviewed the submittal logs:

Lezcano stated the locker submittal had been responded to.

Caprio requested a response on shade structures. Lezcano stated that now the lighting had been resolved he would have Barry concentrate on the shade structures.

Giordano requested that the funtraptions be considered approved with exceptions if the color selection was the only reason for rejection. Lezcano stated that he would review and discuss with Barry.

Milian began discussions regarding the purchase a paver program which was discussed in the design phases. These earlier discussions took place with Kline and not Lezcano. Milian and Giordano informed Lezcano of the Town's intent of having a paver purchase program to allow residents to engrave pavers for a fee. Milian stated that he wanted to bring it up to ensure it was not forgotten. Lezcano stated that he would discuss this with Kline, but that he had experience with these programs in the past.

After the meeting held at Town Hall a site visit was conducted. During our site visit we met with Pat Bennett of Thor Guard to discuss the lightning detection system installation.
